



*Town of Discovery Bay
Board Workshop
January 30, 2016*

Today's Agenda...

- ▶ 2015 Year in Review
- ▶ Review of Mission, Vision, Values and Goals
- ▶ Ongoing Drought Update and Forecast into 2016
- ▶ Existing Water Meter Program and System Wide Implementation/Water Rate Study
- ▶ Tertiary Treatment Process (filters) funding considerations/WW Rate Study
- ▶ Community Center/WWTP Improvements
- ▶ Preliminary Budget Calendar for 2016-17
- ▶ FY 2016-17 Budget and Personnel Actions
- ▶ Other Budget Related Items for Consideration
- ▶ Other Items as requested by the Board of Director's

2015 Year Review

- ▶ Community Center completed 2nd full year of programming. Revenues exceeded expectations, resulting in a contribution to Zone 8 reserves.
- ▶ Wrapped up the Bond funded segment of Capital Improvement Program.
- ▶ Adopted 2010 Urban Water Management Plan
- ▶ Adopted Amended Ordinance #25 – Emergency Drought Restrictions.
- ▶ Worked through the required drought restrictions and met state mandated conservation levels.
- ▶ Hosted many successful events at the Community Center, including Earth Day and Rocktoberfest, River Otters Swim Team, Car Show, Friday Night Movies in the park, etc.
- ▶ Resurfaced community swimming pool in time for the season.
- ▶ Opened the Town's first ever off-leash dog park with little to no public funds being used.
- ▶ Well 7 was placed into service in August.
- ▶ Hired new Parks and Landscape Manager
- ▶ Hired two new Parks and Landscape Workers and established a landscape maintenance services cycle Town wide.
- ▶ Hired New Recreation Coordinator
- ▶ Park Transfer Agreement still mired in County Counsel's office.
- ▶ Received yet another clean financial audit.
- ▶ 2015 was a relatively trouble free, problem free year and there were not any issues that negatively cast a shadow on the TODB, its elected officials, staff, or operations.

Mission, Vision, Values and Goals

Adopted by BOD on February 19, 2014

Mission:

Provide effective and fiscally responsible municipal services in a manner which promotes a high standard of community life with a focus on the environment and the Delta in partnership with the community.

Vision:

Full service and sustainable community;
Grow in harmony with the environment
and the Delta;
Ensure assets and facilities are
maintained, serviceable,
and in compliance with all regulatory
laws, regulations and rules;
Promote practices that provide enhanced
and sustainable life now and for future
generations.

Mission, Vision, Values and Goals

Continued

▶ **Goals:**

Responsible management of public funds;

Preservation of our neighborhoods and natural resources;

Provide timely, effective and transparent communications between government and our citizens;

Continually improve the quality of our services;

Promote and protect the environment;

Take pride in community assets;

Provide leadership while considering all points of view, to ultimately set policy and make decisions based on what is in the best interest of the entire community; and

Recognize pioneers of the community

▶ **Values:**

- ▶ Innovation; Accountability; Respect; Integrity; and Professionalism

Discovery Bay Water Consumption 2010 through 2015

	2010	2011	2012	2013	2014	2015	13v.15
January	54	52	66	51.48	69.3	48	-7%
February	47	52	61	55.88	61.1	44	-20%
March	61	54	67	86.09	68.3	69	-20%
April	75	89	74	99.81	92.98	75	-25%
May	120	127	127	148.77	128.2	80	-46%
June	143	126	148	144.86	135.2	87	-40%
July	212	150	159	162.13	148.9	93	-43%
August	217	150	156	156	121.3	94	-40%
September	132	135	134	130	107.9	86	-34%
October	118	99	107	117.18	93.6	80	-32%
November	72	71	66	83.1	63.9	52	-38%
December	55	68	53	67.61	46.8	43	-36%
Yr Total	1306	1173	1218	1302.9	1137.4	851	-35%
		-10%	4%	7%	-13%	-25%	-

2015 versus 2016 Snow Pack



2015 Snowpack –
January



2016 Snowpack –
January

“Snowpack in drought-stricken California hits 5-year high Electronic readings at highest point since 2011”

*KCRA News Headline

Recent storms have boosted the Sierra Nevada snowpack to 115 percent of normal.

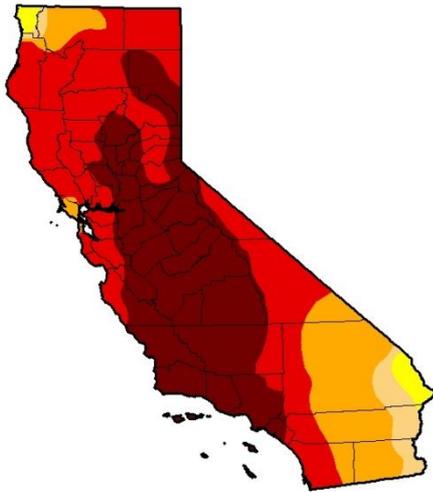
The electronic reading by the state Department of Water Resources was the highest since it reached 129 percent in 2011.

The Sierra snowpack contributes nearly one-third of California's water when it melts in the spring.

Officials say the snowpack would have to be at 150 percent of normal by April 1 to ease the four-year drought.

Multi-Year Drought and Looming Water Matters

U.S. Drought Monitor California



January 13, 2015

(Released Thursday, Jan. 15, 2015)
Valid 7 a.m. EST

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.00	100.00	98.12	94.34	77.52	39.15
Last Week 1/6/2015	0.00	100.00	98.12	94.34	77.94	32.21
3 Months Ago 10/13/2014	0.00	100.00	100.00	95.04	81.92	58.41
Start of Calendar Year 1/25/2014	0.00	100.00	98.12	94.34	77.94	32.21
Start of Water Year 9/29/2014	0.00	100.00	100.00	95.04	81.92	58.41
One Year Ago 1/14/2014	1.43	98.57	94.18	89.91	62.71	0.00

Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.

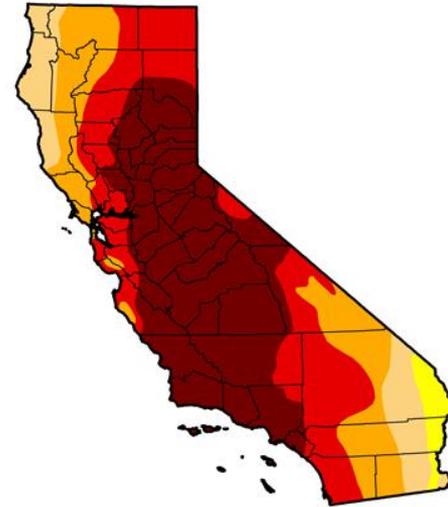
Author:
Richard Tinker
CPC/NOAA/NWS/NCEP



<http://droughtmonitor.unl.edu/>

January 13, 2015

U.S. Drought Monitor California



January 12, 2016

(Released Thursday, Jan. 14, 2016)
Valid 7 a.m. EST

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.00	100.00	97.33	87.55	69.07	42.66
Last Week 1/5/2016	0.00	100.00	97.33	87.55	69.07	44.84
3 Months Ago 10/13/2015	0.14	99.86	97.33	92.36	71.08	46.00
Start of Calendar Year 1/25/2015	0.00	100.00	97.33	87.55	69.07	44.84
Start of Water Year 9/29/2015	0.14	99.86	97.33	92.36	71.08	46.00
One Year Ago 1/13/2015	0.00	100.00	98.12	94.34	77.52	39.15

Intensity:



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Author:
Brian Fuchs
National Drought Mitigation Center



<http://droughtmonitor.unl.edu/>

January 12, 2016

State Mandated Drought Restrictions Proposed to Continue through October 31, 2016

- ▶ TODB has met and/or exceeded monthly conservation requirements (32%) every month except October 2015 (30%). Overall conservation stands at 35% as of 12/31.
- ▶ State proposing to reduce conservation mandate for Discovery Bay from 32% to 29%, allowing for a possible loosening up of restrictions into 2016.

What Impact on Discovery Bay?

- ▶ “One year of El Nino will not erase four years of serious drought” NOAA
- ▶ Need to maintain 29% conservation rate beginning March 1st and continuing through October 31st.
- ▶ TODB can relax some of the watering restrictions (possible options to consider):
 - Open Splash Pad for Weekends
 - Increasing frequency of outdoor watering to 3X/Week
 - Increased watering at parks

*What steps does the Board
want staff to investigate
relative to the drought and
possible easing of
restrictions?*

Water Meter Roll Out Program

- ▶ Existing Water Meter Readers in midst of change out. Approximately 1,900 readers being replaced. Project expected to run 90 days (started January 6).
- ▶ UWMP calls out meter roll out program to meet 20%X2020 (SB7X) requirement.
- ▶ Approximately 3,800 homes currently unmetered.
- ▶ Estimated Cost to install meters on all remaining unmetered homes: \$2.4M+ \$600K contingency

Water Meter Roll Out Program, Cont...

▶ Options:

- A. Enter into contract with National Meter and Automation, Inc. (exclusive reseller of Badger meter products in our region). NMA is the only responsible party to the contract. Approx. 6 month install program. Quickest and least onerous. Preferred option based upon final costs.

- B. Prequalify Contractors and Hard Bid Project. Similar bidding procedure to other projects. TODB manages entire project.

Water Meter Roll Out Program, How to pay for it and inform public?...

- a. Finance \$2.4M – \$3.0M over ten years.
- b. Collect nominal monthly reimbursement from ratepayers for 120 months (approx. \$6–\$9/Account/Month. “Pay for what you use”).
- c. Conduct community outreach workshops to inform community of plans.

Organizational Impacts to System Wide Meter Program

- ▶ Requires one (1) additional Water Meter technician and associated equipment (vehicle, tools, etc). This is based on the metric of # of accounts/tech.
- ▶ Requires one (1) additional FTE for customer service. This is based on the metric of # of accounts/customer service rep.

Water Rate Study

- ▶ Bartle Wells wrapping up *“PRELIMINARY”* water rate study for initial Board review. Set for 2/17 BOD Meeting.
- ▶ Included in Rate Study is construction of Well 8 (financed) and small miscellaneous projects.
- ▶ Proposed Rate Increase is 17%, 17%, 4%, 4%, 4% (5 year forecast).

Wastewater Rate Study

- ▶ Bartle Wells wrapping up *“PRELIMINARY”* wastewater rate study for initial Board review. Set for 2/17 BOD Meeting.
- ▶ Included in Rate Study is construction of Filtration at \$7.4M, \$1.525M improvements at Plant 1, and miscellaneous smaller projects.
- ▶ Proposed Rate Increase is 14.25%, 14.25%, 4%, 4%, 4% (5 Year forecast).
- ▶ Denitrification in 2020 is not included in rates as it is anticipated to be paid for through a combination of capacity fees (developer fees), reserves and possibly a short term bridge loan.

Unanticipated One-Time Revenues in FY 2015-16

- ▶ Received unanticipated one-time revenues in the amount of \$327,411. Additional One-time revenues to continue: approx. \$15,000.
- ▶ Source of funds PG&E dewatering projects.
- ▶ In addition, PG&E Community Center Grant \$5,000
- ▶ Possible PG&E Community Benefit Grant: Amount TBD.

Potential Uses: One-Time Revenues

- ▶ Staff recommends that one time revenues be spent on one time expenses, not on ongoing operations, as follows:

- ▶ Wastewater Treatment Plant:
 - 1) Add Insulation to Parking Cover: \$8,600.
 - 2) Replace aggregate base in Parking Cover to Asphalt: \$15,000, or,
 - 3) Replace aggregate base in Parking Cover to Concrete: \$30,000 (preferred).
 - 4) Add asphalt to comply with RWQCB NOV at Bio-Solids station: \$70,000.

Potential Uses: One-Time Revenues, continued...

▶ Community Center:

- 1) Add small dog area to dog park \$10,000 (possible donors as an Earth Day project)
- 2) ADA Ramp and Gate at Pool \$6,500.
- 3) Replace front and rear lights/adding improved lighting \$12,000
- 4) R&R concrete trippers \$10,500
- 5) R&R Pool Equipment Enclosure \$60,000
- 6) Pool side furnishings \$5,000 (use PGE grant of \$5,000)
- 7) Repair south side access gate \$2,600
- 8) Repair BBQ Area \$7,500
- 9) Resurface Tennis Courts 3&4 (possible Pickle Ball Courts) \$40,000
- 10) Archery Equipment \$1,500
- 11) New Community Center Roof \$40,000
- 12) Replace play structure at Roberta Fuss Tot Lot (possible
- 13) PGE Community Benefit Project) \$65,000

Potential Uses: One-Time Revenues

- ▶ Wastewater Treatment Plant:
 - Project Costs: \$108,600.00

- ▶ Community Center:
 - Project Costs: \$240,600.00

- ▶ Totals: \$364,200.00

- ▶ Revenues: \$332,411.00

- ▶ Deficit: (31,789.00)

- ▶ * Other anticipated Revenues: \$10,000 for dog park; \$15,000 additional PG&E groundwater project revenues: Approx. deficit \$6,789.00

FY 2016/17 Budget Calendar

Meeting Date	Contributor	Budget Subject	Notes	Time	Due Date
	Staff Managers	Personnel Changes	Please list out any Staffing changes for FY 2014-2015- fill out form	End of Day	February 12, 2016
	Staff Managers	Capital Improvement	Please list out your departments Capital Improvement projects for 1-5 years forward- fill out form	End of Day	February 26, 2016
	Staff Managers	Operations & Maintenance	Please list out your Operations & Maintenance items- 2 year budget - fill out forms	End of Day	March 04, 2016 *ALL BUDGET ITEMS ABOVE MUST BE IN BY THIS DATE - NO EXCEPTIONS
April 07, 2016	Budget Sub-Committee & Staff Managers	Preliminary Budget Presentation	All departments O&M, CIP Review	3PM	
April 28, 2016	Budget Sub-Committee & Staff Managers	Modified Budget Presentation	All departments O&M, CIP Review	3:30PM	
May 5, 2016	Budget Sub-Committee & Staff Managers	Modified Budget Presentation II (ONLY IF NEEDED)		3:30PM	*MEETING HELD ONLY IF NEEDED
May 18, 2016	Staff	Roll out to BOD for review	The budget will be given to all Directors at the BOD Meeting	7 PM	
May 25, 2016	BOD & Staff	Budget Workshop	Workshop for the Board of Director's and members of the public- review of the Budget	6:00 PM	
June 1, 2016	Staff	Presentation of the Budget	Staff will present the budget to the Director's at the BOD meeting	7 PM	
June 15, 2016	Staff	Budget Adoption	The Director's will adopt the budget at the regular BOD meeting	7 PM	

*Board of Director's Goals for
2015 and Beyond*